

Volunteer Group Application

DCR Site: _____

Group Representative's Name	Group Size	Group Age Range	Group Name
Street Address			Apartment #
City	State		Zip
Home Phone	Business Phone	E-mail Address	
Birth Date			
Alternate Contacts: List 2 People other than yourself who can serve as group contacts			
Name		Phone	E-mail
(1) _____			
(2) _____			
GROUP VOLUNTEER INTEREST: (Circle all that apply)		LEVEL OF INTEREST How many times is your group interested in Volunteering? _____ Explain: _____	
Trail Clean – up / Adopt – a – Trail Beach Clean – up / Adopt – a Shoreline Gardening / Adopt – a – Flowerbed Operating Spruce – Up (Month of April) Fall Renaissance (Sept. – Oct.) Other Interest _____ _____ _____		VOLUNTEER AVAILABILITY: (Circle All That Apply) 1) Summer Fall Winter Spring 2) Sat Sun Mon Tues Wed Thurs Fri 3) Special Project/Event	
Description of Assigned Project: (to be completed by park staff)			
_____ _____ _____			

AGREEMENT:

1. Each member of the group agrees to volunteer their time and talents to assist the Virginia Department of Conservation and Recreation in carrying out its mission to conserve Virginia's natural and recreational resources.
2. It is understood that it will not receive any compensation and that I am not eligible for the benefits offered to state employees. I understand that my volunteer services to DCR will be considered as legitimate job experience when applying for a related classified state position.
3. It is understood that while on duty, I am covered by secondary medical insurance provided by DCR.
4. It is understood that with proper notification either DCR or I can cancel this agreement at any time.
5. The Department of Conservation and Recreation's Group Volunteer Handbook has been reviewed and understood and the prescribed rules, policies, and regulations will be followed.
6. I agree to:
 - Complete the duties that I am assigned to the best of my ability.
 - Arrive on time and notify the staff when I am unable to work the shift I had planned.
 - Be courteous and respectful to the public, volunteers, and staff.
 - Share my ideas for improving the program area in which I work, but understand that not all ideas can be implemented.
7. DCR Agrees to:
 - Treat you with respect and courtesy.
 - Provide necessary training to do your assignments.
 - Provide a safe working environment.
 - Offer you the benefits that have been developed for volunteers.

By Signing below, I acknowledge that I have read and agree to abide by the above statements.

Signature of Volunteer Group Representative

Date